

ORDINANCE NO. 88

AN ORDINANCE ESTABLISHING A PLANNING COMMISSION
EMPOWERED TO PREPARE A COMPREHENSIVE MUNICIPAL PLAN

The City council of the City of Hokah, Houston County, Minnesota hereby ordains:

Section 1. Establishment of Commission. A city Planning Commission for the city of Hokah, Houston County, Minnesota, is hereby established. The Commission shall be the City Planning Agency authorized by Minnesota Statutes Section 462.354

Subdivision 1.

Section 2. Composition.

Subdivision 1. Membership. The City Planning Commission shall consist of twelve (12) members. The city Engineer (who shall be specifically appointed for this project) and the City Attorney shall be members ex-officio and the City Council shall select one member of the Commission from its own membership. The other ten members shall be appointed and may be removed by the Council.

Subdivision 2. Terms, Vacancies and Oath. Of the members of the Commission first appointed, Three shall be appointed for a term of one year, Three for a term of two years, four for a term of three years. Their successors shall be appointed for terms of three years. Both original and successive appointees shall hold their offices until their successors are appointed and qualified. The terms of ex-officio members shall correspond to their respective tenures. Vacancies during the term shall be filled by the Council for the unexpired portion of the term. Every appointed member shall, before entering upon the discharge of his duties, take an oath that he will faithfully discharge the duties of his office. All members shall serve without compensation.

Section 3. Organization, Meetings, Etc.

Subdivision 1. Officers. The Commission shall elect a chairman and a secretary from among its appointed members for a term of one year; and the Commission may create and fill such other offices as it may determine.

Subdivision 2. Meetings, Records and Reports. The Commission shall hold at least one regular meeting each month. It shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions and findings, which record shall be a public record. On or before February 15 of each year, the Commission shall submit to the City council a report of its work during the preceding calendar year. Expenditures of the Commission shall be within amounts appropriated for the purpose by the City Council.

Section 4. Powers and Duties of the Commission. The Planning commission shall have the powers and duties given planning agencies generally by law. The Commission shall also exercise the duties conferred upon it by this ordinance and by the Council. After the Commission has prepared and adopted a comprehensive plan, the Commission shall periodically, but at least once every three years, review the comprehensive plan, any ordinances and any capital improvements program the Council has adopted to implement the plan. After such review, it shall, to the extent it deems necessary, revise the comprehensive plan, adopt the amendments or the new comprehensive plan, and recommend it to the Council in accordance with law. Similarly,

after such review, it shall recommend to the Council any amendments it deems desirable to the capital improvements program and any ordinance implementing the plan.

Section 5. Zoning Ordinance; Public Hearings. No zoning ordinance or amendment shall be adopted by the Council until a public hearing has been held thereon by the Planning commission upon notice as provided in Minnesota Statutes Section 462.357, Subdivision 3.

Section 6. Plats: Approval. Any subdivision plat submitted to the Council for approval shall, prior to final approval, be referred to the Planning Commission for review and recommendation. Any plat so referred shall be returned to the Council by the commission with its recommendations within thirty (30) days, and failure of the Commission to report within that period is deemed to have satisfied the requirements of this section.

Section 7. Effective Date. This ordinance shall become effective from and after its passage, adoption and publication as required by law.

Adopted: June 1, 1976

APPROVED:

Harley B. Kuhlmann, Mayor

ATTEST:

Verian E. Craig, City Clerk